

MINUTES OF MEETING OF BOARD OF PUBLIC WORKS, OCTOBER 8, 1940

The Board of Public Works met in the office of the Governor, State House, Annapolis, Maryland, on Tuesday, October 8th, 1940.

There were present:

Herbert R. O'Connor, Governor
J. Millard Tawes, Comptroller
Hooper S. Miles, Treasurer
Walter N. Kirkman, Director
Dept. Budget & Procurement

COMMISSIONER OF LABOR & STATISTICS:

See: Leases, these minutes.

DEPARTMENT OF CORRECTION:

Mr. Kirkman brought to the attention of the Board the fact that it was desired to exchange certain refrigeration equipment for a new refrigerator for the Women's Prison, and that the firm of J. P. Pfeiffer and Sons have agreed to make this exchange, with no additional cost involved to the State.

Mr. Kirkman recommended the exchange, and the Board approved the proposal.

LEASES:

Mr. Kirkman submitted, for approval by the Board, the following leases which had been reviewed by and recommended by him:

Commissioner of Labor and Statistics: (Wonder Clothes, Inc.)

Rooms 309 to 318, inclusive, in the Wonder Bldg., Baltimore, 2,475 square feet, plus 500 square feet of storage space in the basement of the same building, for a term of 3 years 1 month, to begin on August 1, 1940, at monthly rental of 11 months at \$211.40 and one month at \$211.48, or annual rental of \$2,536.88.

Maryland State Board of Plumbing Commissioners: (Maryland Trust Co.)

Rooms 203 and 205, Old Town Bank Building, Baltimore, for a term of 1 year, to begin September 1, 1940, at annual rental \$600.00, or \$50.00 per month. Landlord agrees to absorb \$5.00 per month of telephone bill.

State Board of Education: (Consolidated Gas, Elec. Lgt. & Power Co.)

Room 1114, Lexington Building, for a term of 11 months 16 days, to begin October 16, 1940, at annual rental of \$448.00, or \$37.33 per month.

Room 1115, Lexington Building, Baltimore, for a term of 1 month, to begin October 1, 1940, at rental of \$25.00 per month. This room is to be used by the personnel brought in to work on the Defense Program, and rental is to be paid out of the appropriation the Federal Government is giving Department of Education for use in the Defense Program and will not be a charge against that Department in any respect. The length of the lease depends upon the length of the emergency and the Federal appropriation.

State Department of Health: (Josephine M. Cromwell, et al.)

Premises at Oak and 26th Streets, Baltimore, for use by State Department of Health as a garage; renewal of lease which has been in existence for the same property; landlord declined to execute lease on Standard Form used by the State and submitted the usual landlord and tenant agreement. The Board approved departing from use of the Standard Form of lease in this instance and authorized execution of the lease by the State Department of Health, for a term of 1 year, to begin September 1, 1940, at rental of \$175.00

per month, payable in advance.

State Department of Health: (The G. & F. Realty Co.)

2411 N. Charles Street, Baltimore, being all that portion of the property formerly known as St. Paul's School at the northeast corner of Charles and Twenty-fourth Streets, Beginning for the same on the East side of Charles Street 100 feet north of 24th St.; running thence northerly on the East side of Charles St. 200 feet, more or less, to an alley there situate; running thence easterly along said alley 184 feet, more or less, to Lovegrove Alley; running thence southerly along Lovegrove Alley 200 feet, more or less, to a point 100 feet North of 24th St.; and running thence westerly 184 feet, more or less, to the place of beginning: For offices and laboratories, for a term of 3 years, to begin September 1, 1940; at annual rental of \$14,500.00, or \$1,208.33 monthly.

State Industrial Accident Commission: (Calvert Bldg. & Construction Co.)

Suite 741, and Rooms 723, 725, 728, 744, 746, 747, 748, 749, 750, 751 and 752, 7715 square feet; Rooms 643 to 655, inclusive, 1680 square feet; and up to 1,000 square feet of storage space for inactive files in basement, or similar satisfactory location; for a term of 3 years; at annual rental of \$10,000 for the first year and \$14,188.00 for second and third years, payable in monthly installments of equal amounts, to begin November 1, 1940.

Unemployment Compensation Board: (Baltimore Realty Trust, Inc.)

All rentable area on the 7th floor and offices numbered 808 to 840 inclusive, containing approximately 19,522 square feet; for term of 1 year; rental \$32,211.36 per annum. Lease was not submitted on the standard form, and differs from the Standard Form in the following stances:

Section 2 is eliminated and all of Section 3 after the first sentence.

Section 9 eliminates the word "roof".

The standard rules and regulations are attached to the lease and become Sections 10 and 11.

Monthly rental \$2,684.28.

Unemployment Compensation Board: (George B. Furman)

One-story, brick-front, frame construction building, 5004 Rhode Island Ave., Hyattsville, Md., 1,000 square feet; for a term of 1 year, to begin October 1, 1940; rental of \$660.00 per annum or \$55.00 per month. Section 8 was eliminated from Standard Form.

Unemployment Compensation Board: (Troy Laundry Co.)

Part of the First Floor of 45 East Washington St., Hagerstown, Maryland, 1700 square feet; for a term of 1 year to begin October 1, 1940; rental of \$1,320.00 per annum or \$110.00 per month

Unemployment Compensation Board: (Carroll Amusement Co.)

Offices Nos. 4 and 5, second floor of 91 West Main St., Westminster, Maryland, 480 square feet; for a term of 1 year to begin October 1, 1940; rental of \$360.00 per annum or \$30.00 per month.

State Board of Mental Hygiene: (Professional Bldg., Baltimore)

Renewal of lease occupied by Board of Mental Hygiene, 904 square feet; for term of year : rental of \$1,000 per annum. Certain exceptions were taken to the Standard Form of lease:

Section 2- Lessee agrees not to do anything that will contravene insurance.

Section 7- In case of breach of contract, lessor may re-enter and terminate tenancy upon giving lessee ten days notice.

No. 1 and 2. Notices required to be served

on the lessee may be left on the premises.
No. 3. Rules and regulations are attached
to the lease.

MARYLAND STATE BOARD OF PLUMBING COMMISSIONERS:

See: Leases, these minutes.

MARYLAND TRAFFIC SAFETY COMMISSION:

The Secretary called attention to the fact that there had been approved out of the Board's appropriation for the fiscal year ended September 30, 1940, the sum of \$750.00 to take care of the salary of a stenographer employed by the Traffic Safety Committee for the last ten months of that fiscal year, and that no authority had, as yet, been granted to continue the salary for this employee (Bertha Durney) in the new fiscal year, 1941. It was stated by Mr. Kirkman that it is expected that provision will be made, by amending the budget of the State Roads Commission for 1941, for the expenses of the Maryland Traffic Safety Commission. The Board felt that until such arrangements were made, the salary of the stenographer should be paid by the Board, at the rate of \$75.00 per month.

MARYLAND TRAINING SCHOOL FOR BOYS:

Mr. Kirkman called attention to the fact that the Maryland Training School for Boys has a deep well pumping outfit which has been on the Surplus Property List but which is not needed by any other institution. Because of the high market price for metal scrap at this time, Mr. Kirkman recommended that the institution sell the equipment for scrap.

The Board approved the recommendation of Mr. Kirkman.

* * * * *

Mr. Kirkman reported that the Maryland Training School for Boys requested permission to carry forward a balance of \$14,039.00 out of the \$30,000.00 Bond Issue Appropriation, into the fiscal year 1941, to cover contracts to be made for equipment where the work will not be completed until sometime during the new fiscal year.

The Board approved carrying forward the balance, in this case.

MILITARY DEPARTMENT:

The Secretary reported to the Board that he had been in touch with the Adjutant General's Office relative to office space for that Department in the Court of Appeals Building. He was advised that the Military Department is desirous of obtaining the use of the large general office space formerly used by the Comptroller's Office in the Court of Appeals Building. Judge Bond was contacted relative to the request and he stated that the Court had been counting upon the use of the space heretofore occupied by the Comptroller's Office as additional library space to take care of the large number of books which it was not possible, at this time, to place upon shelves because of the lack of space in the Library, on the second floor, and the only reason the Court had not gone ahead with the plan was because of the lack of funds.

After discussing the matter, the Secretary was instructed to get in touch with the Military Department and advise them that it would not be possible to give them the space requested, but it would be possible to allot to that Department the space heretofore used by the State Treasurer's Office in the Court of Appeals Building, including the State Treasurer's private office, as well as the space in the basement of the building (Court of Appeals) under the Treasurer's Office, which could be used for the files of the Department which would not be required to be on the same floor as the working space of the Department.

MINERS HOSPITAL:

The Board approved the sale by The Miners Hospital of an unused electric motor to Robert Elias, Frostburg, for \$10.00.

The Board also approved the request of the Hospital to destroy two rockers and four mattresses which were unuseable, as well as a request to give one hospital bed, not useable for hospital purposes, to the local health nurse.

MISCELLANEOUS:

The Secretary brought to the attention of the Board, a letter from Mr. Franklin D. Clark, of Nashville, Tennessee, relative to the portrait of John Lee Carroll, and portraits of former Governors of the State of Maryland.

The Board took no action in regard to obtaining these portraits.

MORGAN STATE COLLEGE:

Mr. Kirkman stated that he had received from Morgan State College a list of scholarships which had been approved, but that the list was merely signed by Mr. Carter as Business Manager of the College. Mr. Kirkman suggested that there be some evidence that the list be approved by the Board of Trustees so that no question could arise later as to whether the list represented the action of the Board of Trustees in the matter of scholarships.

The Board approved the list received by Mr. Kirkman, with the understanding that the Board of Trustees would formally sign it.

* * * * *

Mr. Kirkman reported that Morgan State College desires to use \$25,000 of the \$30,000 appropriated for scholarships, and the balance of the \$5,000 be used for the operation of the College. The College reports a deficit of \$12,000 at the end of the fiscal year 1940 and desires to use student fees collected during the month of September to liquidate the deficit.

The Board approved the use of the scholarship money for maintenance purposes, as stated. It was felt that there was nothing else to be done about the operating deficit at the end of 1940, and that the balance of the student fees collected in September, after taking care of the deficit, should be carried forward to the fiscal year 1941 since these fees were collected for tuition in the new year.

ST. JOHNS COLLEGE:

The Secretary called attention to the fact that there have been newspaper items, recently, which bear on the possible taking over of St. Johns College property by the United States Government, and cited particularly the appearance of the President of the College, Stringfellow Barr, before the Congressional Committee on the subject.

The interest of the State in St. Johns College property was discussed, it appearing that the State is entitled to a reversion of four acres of the property in the event of the discontinuance of the College as an educational institution.

The Secretary was requested to communicate with Dr. Barr and familiarize him with the fact that the State does have some interest in the property and to take that into consideration in any dealings which the College might have with the Government, or any other interested persons.

SPRINGFIELD STATE HOSPITAL:

Mr. Kirkman brought to the attention of the Board the fact that the budget amendment recently received from Springfield State Hospital provided money to complete W.P.A. Project. Mr. Kirkman recommended that in the future when W.P.A. Projects are approved, the State Agency be required to indicate the entire amount which will be needed for matching funds.

The Secretary called attention to the fact that the Board had passed a resolution, some months ago, to the effect that these projects were not to be undertaken by State Agencies without approval having been first gotten from the Board of Public Works, which the members of the Board remembered, and which all agreed would take care of the situation as to the future.

STATE BOARD OF EDUCATION:

The Board approved the request of the State Teachers College-Towson for permission to sell a refrigerator for the sum of \$25.00, which is dismantled.

* * * * *

See:

Leases, these minutes.

STATE DEPARTMENT OF HEALTH:

See: Leases, these Minutes.

STATE DEPARTMENT OF PUBLIC WELFARE:

Mr. Kirkman submitted to the Board a memorandum which he had prepared setting forth his views on the budget submitted by the State Department of Public Welfare for the fiscal year 1941. The Board went over the memorandum very carefully, together with the proposed budget submitted by the State Department of Public Welfare. The Board agreed to allot the following amounts for the several categories:

Old Age Assistance	\$1,414,872.00
Aid to Dependent Children	1,300,000.00
Aid to Dependent Blind	30,000.00
General Public Assistance	1,101,211.00
Administration increase	653,837.00
Reserve for exceptions Total	<u>\$4,499,920.00</u>

STATE EMPLOYEES RETIREMENT SYSTEM:

The Secretary brought to the attention of the Board a request from the State Employees Retirement System that the balance to the credit of its account at September 30, 1940, be carried over into the appropriation for 1941.

The Board felt that because of the uncertainty existing as to the demands to be made upon the Retirement Fund during the fiscal year 1941, it would be desirable to carry forward this balance, so that there would be no doubt of the ability of the State to take care of retirement allowances which might be approved by the State Employees Retirement System.

STATE INDUSTRIAL ACCIDENT COMMISSION:

See: Leases, these Minutes.

STATE TOBACCO WAREHOUSE:

Mr. Kirkman called attention to Budget Amendment submitted by the State Tobacco Warehouse, providing \$3,000.00 for salary and expenses of the Commissioner of Tobacco Marketing for the fiscal year 1941, which continues the procedure followed in 1940, as to this official.

The Board approved the amendment.

UNEMPLOYMENT COMPENSATION BOARD:

See: Leases, These Minutes.

COMPTROLLER: Refunds

The Secretary brought to the attention of the Board the fact that the Berlin Veneer Works, Inc., of Millville, New Jersey, had paid tax bill in the amount of \$76.76, after which the State Tax Commission forwarded the Comptroller a corrected assessment, making the tax due \$51.98. Therefore, the Comptroller recommended a refund of \$24.78 to the Berlin Veneer Works, Inc., to take care of the overpayment of 1940 taxes.

The Board approved the recommendation of the Comptroller.

COURT COSTS:

The Secretary brought to the attention of the Board a bill received by the Comptroller covering costs in the Clara S. Williams case in making transcript of the record, as submitted by the Clerk of the Circuit Court of Anne Arundel County, in the amount of \$25.80, one-half of which is to be paid by the Plaintiff and one-half by the Comptroller.

The Board approved payment of the State's one-half (\$12.90) by the Income Tax Department of the State Comptroller's Office.

* * * * *

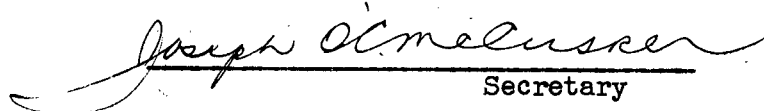
The Board approved payment of bill submitted by the Clerk of the Circuit Court of Baltimore City in the amount of \$8.50, covering costs in the case of The Baltimore & Ohio Railroad Company vs. Harry O. Levin et al, constituting the State Tax Commission of Maryland, payable out of the Contingent Fund of the Board of Public Works.

The Board also approved payment of bill in the amount of \$186.70 submitted by the Court of Appeals of Maryland, covering costs in the case of The Baltimore & Ohio Railroad Company vs. Harry O. Levin, et al, constituting the State Tax Commission of Maryland, payable out of the Contingent Fund of the Board of Public Works.

STATE BOARD OF MENTAL HYGIENE:

See: Leases, These Minutes.

There being no further business, the meeting was adjourned.


Secretary

MARYLAND STATE PENAL FARM:

The Board approved the transfer of \$400,000.00 from the General Bond Issue of 1939 to the budget of the Maryland State Penal Farm.